

3. counseling and guidance;
4. hospitalization, medical, surgical, and psychiatric services as needed;
5. prosthetic appliances such as limbs, hearing aids, trusses, braces, eyeglasses, wheelchairs, and similar devices needed to increase work ability and to obtain or retain employment;
6. physical, occupational, speech, and hearing therapy as needed;
7. personal adjustment training to meet the needs of daily living;
8. vocational training;
9. maintenance (living expenses); transportation, if necessary, during treatment or training;
10. training supplies, occupational tools, equipment, and licenses, as necessary;
11. job placement (including arrangements for self-employment);
12. interpreter service for deaf and reader service for the blind;
13. follow-up after placement to insure that the rehabilitated worker has adjusted to his job to his own satisfaction and that of his employer;
14. services for family members;
15. post-employment services.

C. Family Services, Division of Vocational Rehabilitation and Bureau for the Blind staff at all levels will cooperate in

establishing and implementing plans and procedures to meet mutual objectives of identification of those persons who are in need of assistance and in the provision of necessary services. Reciprocal referrals will be made between agencies for administrative purposes which include, but are not limited to, determining eligibility, conducting out-reach, and other similar activities.

- D. Each agency will give priority to early identification of individuals under 21 in need of medical or remedial services. This identification will be made by local staff of each agency as individuals under the age of 21 request or are identified as needing vocational rehabilitation services of each agency.

#### 1.6 Coordination of Roles

When individuals are eligible for benefits of both the Public Assistance and the Rehabilitation programs, it will be necessary for the caseworker and the counselor to mutually understand the responsibilities which each has in developing and/or carrying out the plan. If significant changes occur during the period that the rehabilitation plan is being developed or carried out, either agency will inform the other agency in writing as soon as the information becomes known. When either agency terminates service for any cause, it will notify the other agency in writing immediately, giving the reason for the action and any information which may be of value to the other agency.

MO State Plan

MS 79-6  
app 8/79

1.7 Payment for Medical Services

Public assistance recipients who are also clients of the Division of Vocational Rehabilitation or of the Bureau for the Blind are eligible for all benefits which are now or will in the future be payable through the vendor plan under Title XIX.

This includes inpatient hospital care; physicians' services; certain prescribed drugs (as listed in Regulation No. 124); outpatient hospital services; laboratory and x-ray services; skilled nursing home services (for persons 21 years of age or older); and certain dental services (as listed in Regulation No. 125) in accordance with the definitions and regulations for each of these services as stated by the Division of Family Services. However, payment cannot be made to any provider of these services unless the provider has signed an approved Title XIX agreement with the Division of Family Services to participate in the Title XIX program.

It is agreed that Title XIX is a residual program under the following conditions:

- a. Other third parties, in addition to Title XIX, are also billed in all cases where there is third-party liability for non-Title XIX community members who receive the same services for which Title XIX is charged; and
- b. All parties to the agreement must have an established medical fee schedule and all medical services purchased are authorized in accordance with the agency fee schedule.

If any class of vendors is subject to licensing or certification by any state agency, Family Services will pay only for those services rendered by a licensed or certified vendor of that class.

The Division of Vocational Rehabilitation or the Bureau for the Blind will pay for medical examinations necessary to establish eligibility or rehabilitation potential and for only those medical, remedial, and restorative services which are a part of a client's rehabilitation plan and which cannot be paid for by the Title XIX plan.

The County Family Services Office will provide the Vocational Rehabilitation counselor or Bureau for the Blind counselor with information about the medical services covered by Title XIX and about eligibility for Title XIX benefits in individual cases.

## SECTION 2 ADMINISTRATIVE RELATIONSHIPS

### 2.1 Designation of Liaison Representatives

The representative for the Missouri Division of Family Services for Public Assistance Administration is the Deputy Director of Income Maintenance or his designated representative.

The representative for the Missouri Division of Family Services for Medical Services Administration is the Deputy Director of Medical Services or his designated representative.

The representative for the Missouri Division of Family Services, Bureau for the Blind, is the Chief of the Bureau for the Blind or his designated representative.

The representative for the Division of Vocational Rehabilitation is the Director of Field Operations or his designated representative.

## 2.2 Joint Staff Training and Conferences

Within budget limitations of these agencies, joint training sessions will be held as needed, to be attended by both service delivery and administrative personnel.

## 2.3 Continuing Evaluation of Working Relationships

Representatives of the Directors of the respective Divisions and Sections, and such other persons as the Directors shall deem necessary, shall meet at least annually for the purpose of program development, review, and evaluation, to discuss problems and to develop recommendations to improve and expand services to eligible individuals.

- A. These representatives will provide for the development of and plans for evaluations to be conducted on a continuing basis to determine the effectiveness of cooperations and to recommend improvements.
- B. Health and Family Services staff at the state, regional, district, county, and local levels will cooperate in establishing and implementing plans and procedures, to meet the mutual objectives of the Divisions in the identification of those persons who are in need of assistance and in the provision of such care and/or services as needed. Reciprocal referrals will be made between agencies for administrative purposes which include, but are not limited to, determining eligibility, selecting methods of reimbursement, processing claims, conducting outreach and other similar activities.

## 2.4 Operating Procedures

Procedures are in operation for implementing this Agreement and will be modified as necessary.

## SECTION 3

### 3.1 General Policy

#### A. The Missouri Division of Family Services agrees:

1. To discuss referral to the rehabilitation program with disabled persons who, in the opinion of the caseworker, seem to meet the basic requirements for eligibility. If the client desires it, referral of these cases will be made to the Division of Vocational Rehabilitation or the Bureau for the Blind. In many cases, the disability is obvious. There are many conditions such as heart conditions, tuberculosis, etc., which can be determined only by medical examination after referral.
2. Whenever a vocational rehabilitation counselor has referred a public assistance applicant to the County Family Services Office, the caseworker will notify the counselor in writing as to the disposition of the assistance application.

#### B. The Division of Vocational Rehabilitation or Bureau for the Blind agrees:

1. To refer to the Division of Family Services persons for whom, during the investigation for vocational rehabilitation purposes, a need for public assistance is indicated. Such persons usually will be those vocational rehabilitation clients who leave dependents without support during the period they are receiving rehabilitation services.
2. To investigate all cases referred by the Missouri Division of Family Services and, within budgetary limitations, to provide vocational rehabilitation services to those persons who are receptive to and eligible for services.

### 3.2 Forms

- A. Referral by the Missouri Division of Family Services to the Division of Vocational Rehabilitation.

All referrals will be made by transmittal of a completed Form VR-1, "Referral and Feedback Form". A copy of this form and the instructions for its use are attached to the Agreement.

- B. All referrals will be made to the Bureau for the Blind by transmittal of a completed Form B-2. A copy of this form and instructions for its use are attached to the Agreement.

- C. Referral by the Division of Vocational Rehabilitation or the Bureau for the Blind to the Missouri Division of Family Services. All referrals will be accomplished by means of a "referral letter" directed to the Director of the Family Services Office in the county in which the referee resides. Following investigation, the Missouri Division of Family Services will notify the Vocational Rehabilitation staff member of the referee's entitlement to services.

## SECTION 4 EXCHANGE OF INFORMATION

- 4.1 Family Services, Vocational Rehabilitation, and Bureau for the Blind shall maintain strict confidentiality of case records of individuals provided services under this Agreement. The content of these records shall not be disclosed to anyone other than the client or his parent or guardian if the patient is a minor or ward, without the written permission of the patient or his parent or guardian.
- 4.2 Family Services shall have access at any reasonable time to the case records of the Division of Vocational Rehabilitation or Bureau for the Blind for individuals served under this Agreement, for Medicaid Administrative purposes without the consent of the patient or his

parent or guardian. Division of Vocational Rehabilitation and Bureau for the Blind shall have access to Family Services' data on the client, including records of Title XIX payments, diagnostic data, and other records that are for administrative-related purposes, without the consent of the patient, or his parent or guardian. Administrative-related purposes include, but are not limited to, determining eligibility, selecting methods of reimbursement, processing claims, conducting fair hearings, arranging interagency agreements, conducting outreach and other similar activities.

4.3 Case information on individuals referred from one agency to the other will be exchanged between the two agencies. Personnel having access to such information will protect its confidentiality. Further release of information to a third party may be made only under the following conditions:

1. for any purpose connected with physical restoration or treatment of the handicapped person;
2. for any purpose connected with the rehabilitation planning of the handicapped person;
3. in either of the above instances, the recipient of the information should be advised that the information is "confidential and should not be divulged to any source".

4.4 It is explicitly understood and agreed that the information obtained or released for Title XIX administrative purposes will be used for that purpose and that written permission from the recipient must be obtained for any use of information secured for any purpose outside of the Title XIX program. Specifically, but not inclusive, this prohibition applies to disclosure of information to service providers



without exception as stated by the provisions of Action Transmittal HCFA-AT-78-2, dated January 13, 1979. Service providers are not considered to be directly connected with the administration of the program.

- 4.5 Pertinent publications, periodicals, bulletins, memoranda, etc., relating to the employment, counseling, and rehabilitation of handicapped persons will be exchanged between agencies.
- 4.6 The Division of Vocational Rehabilitation and Bureau for the Blind shall maintain program and financial reports required by Family Services and the United States Department of Health, Education, and Welfare, to determine whether performance of service is adequately maintained and whether financial claims under this Agreement are justified. Such reports shall be detailed enough to enable Family Services to avoid duplicate billing by providers. These records shall be available for review by Family Services or the United States Department of Health, Education, and Welfare at any reasonable time. A listing of payments for medical services made by Vocational Rehabilitation in behalf of welfare-related persons will be sent to the Division of Family Services on a monthly basis. This listing will be checked against the Division of Family Services Title XIX payment files for the purpose of detecting duplicate payments. A report will be sent to the Vocational Rehabilitation agency on each monthly list. In case of duplicate payments, recovery will be made from the provider.

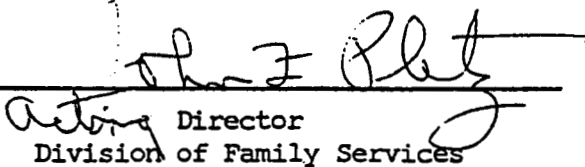
SECTION 5 EFFECTIVE DATE: PROVISIONS FOR REVISION OR TERMINATION

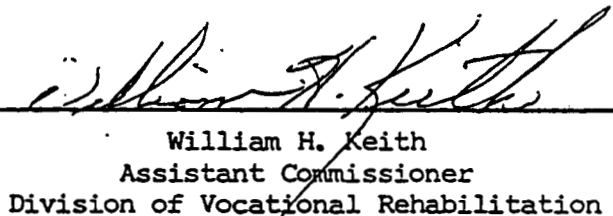
- A. The period of this Agreement shall be from the date signed by both parties and shall be renewed automatically annually

thereafter unless cancelled by either party. This Agreement may be cancelled at any time upon agreement of both parties or by either party after giving thirty (30) days prior notice in writing to the other party. This Agreement shall be reviewed annually and may be modified at any time as the responsible administrative offices agree to in writing.

- B. Notwithstanding any other provision of this Agreement, if funds anticipated for the continued fulfillment of this Agreement are at any time not forthcoming for any reason, then either party shall have the right to terminate the fiscal sections of this contract, giving notice specifying the reasons for such termination.

APPROVED

  
Acting Director  
Division of Family Services

  
William H. Keith  
Assistant Commissioner  
Division of Vocational Rehabilitation

DATE:

5-24-79

DATE:

5-29-79